

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS
Pershing Square 532 South Olive Street Los Angeles CA 90013

Park Advisory Board Meeting

February 13, 2013 8:30 AM the Downstairs Conference Room

Old Business

- Review of workshop notes
- Community input
- Community Guest

Recreation and Staff Report

- Recreation / Louise
- Mobile Youth / Gus

Committee Reports

- Treasures Report
- Maintenance Report / Gus
- Security Report / Russ
- Grant Committee / Amy
- Sponsors / Louise
- Infrastructure / Patti
- Outreach and Marketing / Calvin - Jacob

Old Business

- Ur-Bin people / review of requested budget
- Farmers Market - Café rental

New Business

- Calendar updates
- There is limited new business due to the fact that committees are currently working on individual projects.

Public Comment

Please note:

- Public comment is extended to one person representing each group
- Public comment is limited to three minutes per group representatives
- Guests are asked to sit in the audience. The conference table is for PAB members only

- Next Meeting Date – March 13, 2013, 8:30 AM Pershing Square Downstairs Conference
- Meeting Adjournment

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS
 Pershing Square 532 South Olive Street Los Angeles CA 90013
 Phone: (213) 687-4876 Fax: (213) 485-8885 Email: pershing.square@dep.lacity.org
Park Advisory Board Meeting Minutes

Meeting Date: February 10, 2010

Time: Meeting called to order by Rudy Brown at 6:35 AM
 Location: Pershing Square Conference Room

		<u>Present/Absent</u>
Present:		
Staff Members	Organizations	Present/Absent
Rudy Brown	Exchange	Present
Rud Berman	Downtown LA Neighborhood Council	Present
Ed Cooper	Downtown real estate	Absent
Dana Lauder	Local 47 Musicians Union	Present
Marissa	Kilbuck Grand	Absent
Sean Eakin	LA Downtown West	Present
Alfred Hutto	OCBO	Present
Amy Kasper	ICG	
Debra Fleming	Good PR	
RAP Staff	City	Present
Ursula Capone	Pershing Square Senior Recreation Director	Present
Gus Seidman	RAP	

WELCOME

Rudy Brown welcomed those attending

OLD BUSINESS

Community Partner News

REPORTS

Recreation:

- All ticket profits (\$177,757 AG) from DOJ went into the Downtown Office account. A final accounting has not been billed.
- Permit money from October is up 80%.
- The spring web site is under construction with a March release date.
- Recreation is in pre-production for the Downtown Stage.
- Movies start in May and go through October.
- May 15th there will be an Art show.

Mobile Youth:

- M.Y. has been requested to begin programming at San Julian Park. The budget will include two new staff members, maintenance clean up hours and on site security staff during the program.
- A spring egg hunt will be held on March 30 including children's entertainment and inflatable's.
- The spring afternoon program continues 4 days a week.

Treasurers Report:

- Community Partner's has taken on the PAB as a client. Money still with the old fiscal sponsor will go from the old account.

Maintenance:

- A meeting was held between Maint Supervisors and the Recreation Staff. Gus Annamaria and Louise represented Recreation. Ed Sevilla District Supervisor and Jim Hammonet regional Supervisor represented Maintenance.
- Recreation requested that Maint provide a list of daily / weekly services and a schedule of steam cleaning.
- Maint informed the Recreation Staff that they did not have enough staffing for the upkeep of the park including steam cleaning paths, walks and set area. They also stated that they could not provide debris

steam cleaning or spot cleaning in case of spills and/or office cleaning. To provide these services when request that Recreation buy their own small pressure steam cleaner and hire maintenance staff to do daily spot cleaning as well as daily maintenance to the pot area and office maintenance. Recreation is moving forward to hire staff and buy a new steam cleaner. Although not cost effective to the P/S budget at this time this seems to be the only solution.

- Regarding the continuing problem of the Recreation office doorway being used as a storage area suggested that a roll down metal curtain be installed in front of the office doorway.
- Recreation requested better on site supervision. Maint. is working with the current P/S on site supervisor with onsite supervision from Maint. Management staff to assist with the south and north side of the building.
- Louise asked the Maint. Management Supervisor to assist with the south and north side of the building. The sign timer clocks to install at P/S.

COMMITTEE REPORTS

Grant Committee:

- In attendance: Louise Ball and Amy
- Feb. agenda to review information from the Community Partners presentation
- guidelines were reviewed. The Dev grant needs to be spent yearly on art and music. Photos need to be used to catalog spending.
- submitting information for a \$5,000 to Yehon Grant. This grant will be given toward the children's play area. It was noted that the area we can get even a portion of the play area working the sooner we can designate it for children and their guardians only. The goal is to use the south and north west kiosk for children's area. The North West kiosk would be designated for leisure game board activities for both kids and adults.
- Kevin to see the quickest way to get this project up and running.
- who wrote the blog article in the Feb. PAB meeting. His goal, for his is to make the author aware of work the PAB has done over the past 15 years and to retain more information on "The Friends of Pershing Square"

Ball requested time to be

The Dev Grant spending

Photos need to be

Committee is currently

area. It was noted that the

designate it for children and

children's area. The North

and adults.

Kevin to see the quickest

who wrote the blog article

work the PAB has done

Pershing Square"

Ball has invited the man

is to make the author aware

The Friends of

Outreach and Marketing

- Motion: To give \$3000/year for outreach material. Made by Russ Brown, seconded Channe Lauerman, passed unanimously.

Sponsor Committee:

- Louise Capone suggested getting volunteers to help sell art so that the artists can be partially reimbursed.
- The idea of selling beer at the concerts also came up. Louise Capone will look into the legalities.

BUSINESS

- Ur-Bin: The PAB still needs to see a budget.
- Farmer's Market/Café: No new information.

BUSINESS

Calendar: March 22nd is sponsored party

PUBLIC COMMENTS

Meeting Date: March 13, 2016 9:00 AM

Meeting Place: Pershing Square conference room

Meeting Adjourned: at 10:05 AM

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Pershing Square 230 South Olive Street Los Angeles CA 90013

Park Advisory Board Meeting

March 13, 2013 8:30 AM Pershing Square Downstairs Conference Room

- Introduction of new officers and members
- Community Fund / Home
- PAB Guide

Recreation and Staff Report

- Recreation / Louise
- Mobile Youth / Gus
- Maintenance Report / Gus

Committee Reports

- Treasures Report / Bill
- Security Report / Russ
- Grant Committee / Amy
- Sponsors / Louise
- Outreach and Marketing / Calvin

Old Business

- Review of workshop rules / please see attached
- Ur-Bin people / committee report
- Farmers Market / committee report

New Business

- By Laws / review
- Review of Meeting dates

Public Comment

Please note:

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- Public Comment at the end of the meeting is limited to 2 minutes on non-agenda items.

Next Meeting Date - April 10, 2013, 8:30 AM Pershing Square Downstairs Conference
Meeting Adjournment

Park Advisory Board Meeting

March 13, 2013 8:30 AM Pershing Square Downstairs Conference Room

ATTENDEES Board Members	Organization	Present/Absent
Patti Bergman	Downtown LA Neighborhood Council	Present
Russell Brown	Exchange	Present
Bill Cooper	Downtown real estate	Present
Dawn Eastin	Downtown News	Present
Calvin Fleming	GOODPR	Present
Diane Laureman	Local 47 Musicians Union	Absent
Lauren Mitchell	DCBID	Present
Marc Loge	Wilshire Grand	Present
Amy Yaeger	YCG	Present

RAP Staff	Title
Louise Capone	Pershing Square Senior Recreation Director
Gus Sedano	RAP

GUESTS
Ari Simon, Historic BID

WELCOME
Dawn welcomes everyone

Minutes approved after one change. Bill Cooper was present in February.

Community Input

Received email about unofficial group meeting about Pershing Square; explained PAB positions currently filled.

- Introduction of new officers and members
- Community input / none
- PAB Guest

Recreation and Staff Report

- Spring programming, yoga, dog training
 - Secured yoga instructor
 - RSVPs on Facebook are coming in
- Recreation / Louise
- Mobile Youth / Gus
 - Continuing to visit 4-5 sites, numbers are good, Egg Hunt on 3/30
- Maintenance Report / Gus
 - Set up a meeting to change schedule of steam cleaning to suit programs, City boiler steamer/waiting on delivery, need more maintenance staff but in no hire phase, or lawn cutting before opening grass area
 - Looked into a roll-down gate but it was overpriced
 - No update on the green room

Committee Reports

- Treasures Report / Bill

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- Finalizing numbers to transfer funds to Community Partners. CP drawing up separation agreement, should be finalizing the end of the month.

Security Report / Russ

- Louise & Russ met again with security team in February, asked for post orders to be written for defined rules & regulations - was told that it was already posted on the wall. We are still requesting simple policy and procedures with a 3-month warning.
- Security meeting to take place next week
- Continuing to document the requests for post orders. Need to have in writing what has been requested and not resolved to hold the security company accountable.
- Need to look into other security companies with the City of LA. Perhaps we can take post orders from another park. It was suggested that McArthur Park has security.
- At next security meeting Russ will ask for progress based on concerns. The original timeline for changes should have been implemented by end of April.
- Report of car break-ins and Louise asks for security report, asked if they were arrested or if police were called. Security said they were let go.
- Several board members asked if we can have a no confidence vote regarding security company next month.
- Lauren suggested a memo, reminding security team of 30-day progress report.
- Russ suggested walk-thru's and sending any observations (good and bad).

Grant Committee / Amy

- Moving forward with Yahoo grant - \$5K for playground
- Starting to identify grants
- Looking at kick areas for playground build out
- Three preferred vendors for playgrounds, getting quotes next week

man suggested using her email pat@20pathbernian.com

Sponsors / Louise, Dawn, Marc, Lauren

- Marc suggested having Lauren ask Downtown BID as a sponsor for one of the summer concerts
- Summer concerts will be made public at the end of May
- Meetings with sponsors scheduled with Patrice at FIGal7th, meeting with 213 Rising Realty.
- Amy has a contact at WalMart
- Sponsorship opportunities with the cafe, looking into a beer garden, has approval from the AGM, to sell beer or wine with have to go through a city contracted alcohol vendor. Only on nights of the concerts - only in designated nights.
- Dawn suggested Angel City Brewery, first challenge is to figure out City rules. Anna will have meeting with Noel to figure out possibilities.
- Marc Lodge suggested for concerts that may require more security. PAB should be the sponsor.

Outreach and Marketing / Calvin

- Facebook events pages are up and getting great response
- PAB Email Newsletter - asking Facebook community to opt-in
- DLINK is sponsoring movie screen, Patti asked if a sponsor video can be played before the movie

Business

Review of workshop notes / please see attached
Up-2in people / committee report

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- Moving along, adding more pockets (pods) to pet area, adding them to insurance. They see budget for new project - will discuss at finance meeting, need to look at labor costs involved for sprinkler piping
- Russ asked LAPD if unused pods can be re-installed in Pershing Square. Louise talked Shawn Louis to help assist in getting the pods

Farmers Market / committee report

- His contract is over at end of August. Jon is no longer interested in using rats. He has meeting with City department regarding new fees

New Business

By Laws / review

- Bill, Dawn, Diane, Louise, Gus to review bylaws soon

Review of Meeting dates

- Up for discussion but the

Public Comment

- Ari Simon, marketing outreach for Historic BID, sees PS as gateway to their district

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Pershing Square Awards at Biltmore on March 22 from 4-7 pm

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